

15 January 2002

**ADDENDUM NO. 1 TO ALL OFFERORS:**

Reference RFP Number: V211-02-072  
Commodity: VMI Class of 2004 Rings  
Dated: 11 January 2002  
For Delivery To: Virginia Military Institute  
Response Due Date: 8 February 2002

The above RFP is hereby changed as follows::

1. Reference Page 5 of 15, Number 3, Oral Presentation:

- a. Change the first sentence of the third paragraph to read "Each Offeror shall submit to the Purchasing Office no later than 2:00 p.m., 8 February 2002, a sketch of the Institute side of the 2004 class ring for a blind evaluation. This sketch should be in a separate envelope, and shall not be incorporated into the offeror's proposal."
- b. The original Request For Proposal did not include the photocopy referenced in paragraph 5. The photocopy is included with this addendum.
- c. Delete the last paragraph that states: "The date for oral presentations will be Tuesday 06 February 2002." The actual dates for oral presentations will be determined at a later time.

Sincerely,

Jeffrey L. Lawhorne  
Director of Purchasing and Disbursements

**NOTE:** A signed acknowledgment of this addendum must be received by this office either prior to the proposal due date and hour **or** attached to your proposal. Signature on this addendum does not substitute for your signature on the original proposal document. The original proposal document must be signed.

\_\_\_\_\_  
Name of Firm

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date